

SPRING CITY BOROUGH COUNCIL MEETING

October 2nd, 2017 - 7:00 P.M.

CALL TO ORDER:

President DiGuseppe called the council meeting to order and led Council in the Pledge of Allegiance to the Flag.

ATTENDANCE:

The following members were present: Councilmen Battelle, Castor, DiGuseppe, Kern, Shaner, Sweeney, Solicitor Romain, and Borough Manager Rittenhouse.

APPROVAL OF THE MINUTES:

Mr. Battelle motioned to approve the minutes of the September 5th, 2017 council meeting. Mr. Castor seconded. Motion carried.

COMMUNICATIONS:

1. A letter from Joyce Koert, Director of the Spring City Library thanking the borough for the borough's yearly donation.

COMMITTEE REPORTS:

STREETS AND UTILITIES: Mr. Rittenhouse gave the following Streets Department Report for the month of September, 2017. **TRASH DISPOSAL** - 57.5 tons of refuse was hauled to the Lanchester Landfill by Waste Management from August 28th through September 11th, 2017. Thirty (30) bulk pick-ups were made during the month. **RECYCLING** - Eleven (11) tons of yard waste was collected at curbside on Mondays. Nine Hundred Forty (940) pounds of scrap metal was transported to Mayer Pollack in Pottstown. Mr. Rittenhouse filed the Act 101, Section 904 Grant Application for the calendar year 2016 with PA DEP on September 20th, 2017. **MAINTENANCE** - Mowed and trimmed the grass on all borough properties. Removed the old bushes in front of the Borough Hall and planted new ones. Made some minor modifications to the embankment at the northwest corner of the library building. Cleaned the boat ramps at Gay Street. Performed routine maintenance on the leaf-vac in preparation for the leaf collection season. **STREET WORK** - Gorecon completed the 2017 street repaving project during the month. Invoices will be listed on tonight's Reading of the Payment of the Bills. **LEAF COLLECTION** - The 2017 Leaf Vacuum Collection Program will begin on Monday, October 9th and continue through Friday, December 8th, 2017. Additional information is on the borough's website.

SANITATION AND SURFACE WATER: Mr. Shaner reported the average daily flow at the plant for the month of September was 277,000 gallons per day. The maximum flow for the month occurred on September 2nd and was recorded at 392,000 gallons. During the month one of the pumps at the Wall Street and Heckle Avenue Pump Station was pulled and repaired by Controlex. Ammonia levels have been under permit level on the latest DMR and there have been no non-compliance issues. Liberty Environmental is continuing to collect samples at the plant influent and at the Main Street and East Bridge Street Pump Stations. Their last report indicates that gasoline is still present. The advertisement for bids for the plant upgrades will be published in the "Mercury" the week of October 2nd. Sealed bids will be received online via Penn Bid through 10:00 a.m., October 31st, 2017 at which time they will be publicly opened and read out loud. Bid results will be forwarded to council so the awarding of the project can be acted on accordingly at the November 6th, 2018 council meeting.

POLICE:

Mr. Sweeney reported the police committee met on September 21st. The committee discussed towing procedures in the borough. The chief stated that the rates charged by local towing companies are very comparable. The chief estimated the number of cars towed per year at 150. This includes cars towed due to accidents, illegal parking, snow emergencies and abandoned. The chief recommended no changes in current towing procedures.

The committee informed the chief on council's decision to have the 90 minute parking laws on Main Street enforced. Members of council have been contacted by businesses on Main Street who feel the lack of enforcement has been a detriment to their business. The chief stated he would start warning businesses and residents on Main Street about the 90 minutes parking enforcement.

The committee chairman noted the increase in speed enforcement as evident in the amount of citations issued.

The committee asked the chief to increase monitoring at Brown Street Park. There tends to be an increase in graffiti during the winter. The committee discussed the feasibility in automatic lights or cameras.

The committee also discussed recent complaints of residents placing the trash out on Saturday and early Sunday on Main Street. The chief explained that it would be difficult to determine the source of the trash and that some buildings do not use borough trash services so their collection days may be different. The committee recommends that this situation be monitored and discussed in the future.

Finally, the committee discussed the importance of staying in the budgeted amount of part-time hours in 2018.

Mr. Sweeney read the police report for September, 2017 as follows: accidents 3; all traffic incidents 147; alarms 2; animal complaints 2; burglary 2; criminal mischief 1; disorderly conduct 2; disturbing the peace/domestics 6; fighting and other disturbances 9; dog law violations 1; drug law violations 2; DUI 3; fraud 3; harassment 6; harassment 6; harassment by communication 7; hazardous conditions 1; vehicle lock outs 2; medical emergencies 27; non-criminal reports 16; parking complaints 13; police information 13; public drunkenness 2; service calls miscellaneous 7; sex offenses 1; simple assault 3; suspicious/person/auto 17; theft reports 3; trespassing 3; well being check 7. **Arrests:** criminal/non-traffic arrests - 6; speeding 64; other vehicle code violations 21. **Assisted other departments:** Limerick 2; East Pikeland 2; Phoenixville 1; East Vincent 2; East Coventry 1. **Mileage traveled during the month of September:** Car 14-1 (2014 Dodge) 1,242 miles, Car 14-2 (2015 Dodge) 844 miles which made a total of 2,086 miles. **Gas used during the month of September:** Car 14-1 (2014 Dodge) 187.417 gallons, Car 14-2 (2015 Dodge) 175.315 gallons which made a total of 362.732 gallons of gas used during the month.

FINANCE & ORDINANCE:

Mr. DiGuiseppe reported the Finance & Ordinance Committee met on September 27th and discussed several items which included the 2018 tax rate and the possibility to cut or shave expenses, contracting snow removal, the 2018 police vehicle purchase, the Yost & Main Street Parking Lot, overages in the 2017 police department budget, warnings versus citations, and the usage of fire police.

ZONING, HOUSING & PROPERTY:

Mr. Rittenhouse reported there were five (5) building permits issued during the month of September, 2017. Blue Iron Investments, 29 N. Main Street, siding; Michael Walter, 430 S. Main Street, sidewalk, John Meccariello, 437 S. Main Street, shed 12x16; Daniel Smith, 316 New Street, sewer repair; Charles Palmer,

165 N. Wall Street, roof. Estimated cost of construction for the month of September, 2017 was \$51,000. Permit fees collected for the month of September, 2017 was \$305.00.

PARKS & RECREATION:

Mr. Sweeney reported the Parks and Recreation Committee met on September 23. The committee first discussed the upcoming Music and Market Festival on October 7.

The committee weighed options relating to the Sesquicentennial book. The committee feels the best option is print a limited number of books and also have an online version available for the purchase through Amazon. This will allow for the book to be available for sale well into the future. This option does require working with a publishing company.

The committee discussed replacing the playground equipment at Brown Street Park. Funds for this project would come from the \$8,500 the borough won in the "On Your Park, Get Set Go" and a combination of leftover Sesquicentennial funds and 2018 budget funds. The committee recommends a total budget of \$18,500 for the project.

The committee decided what events to hold during 2018. The committee agreed to the following events: Easter Egg Hunt, Community Day, Borough-Wide Yard Sale, the Concerts in the Park - one will feature a council cookout, Car Show, Music and Market Festival and the Christmas Tree Lighting.

To recap, this Saturday, October 7th will be the Spring City Music & Market Festival. The event will take place on Main Street between Hall and New Streets from 11:00 a.m. to 4:00 p.m. The annual event will feature two stages of live music, over 40 vendors, food, a beer garden, and a beer stein holding contest. This year we will also be raising money for the hurricane victims in Puerto Rico by raffling off donated baskets.

LIBRARY:

Mr. Kern informed council he was not able to attend the meeting. He said he was unexpectedly detained while traveling back home from a family function. His report was prepared from input provided by the library director and board president.

August Statistics:

Circulation - 4,329

Programs - 27 children's programs, 186 attended; 5 adult programs, 19 attended

Internet Usage - public computers 410.5 hours/wireless 1167.5 hours

Donations Received - \$363.71

Grants - none

Facebook Likes - 825

Newsletter Subscribers - 390

Door Count - 3,691

Director Koert reported 8 volunteers worked 54.5 hours last month.

Joe Sherwood was at the meeting to discuss the loss of the \$25,000.00 grant from Phoenixville Health. The library will make every effort to get the grant back or win other grants that can be used for operating costs. We will also increase fundraising efforts.

The new staff members are in the process of being trained, all are coming along nicely and are comfortable with their duties and responsibilities so far. Once the new members are up to speed the Narcan and Incident Response Training will be scheduled.

Keith Bliss sent 4 floor plans with appropriate evacuation routes displayed in red. We will get them laminated and then posted.

Working on final plans for the "Read and Seed" fundraiser on Friday, October 20th.

The library will participate in the Borough's Music and Market Festival on Saturday, October 7th.

The board would like to thank the borough for the fantastic job they did on the bank at the side of the building where the mud was running onto the sidewalk during heavy rains.

The next board meeting is Tuesday, October 17th, 7:00 p.m.

FINANCIAL REPORTS: (Posted)

APPROVAL OF REPORTS:

Mr. Shaner motioned the committee reports be approved as presented. Mr. Battelle seconded. Motion carried.

PUBLIC COMMENT:

Lou Ann Allen, a businessperson at 75 N. Main Street, addressed council concerning the 90 minute parking regulations, trash being placed at curbside prior to the permitted regulation day and time and the "No Parking, 3:00 a.m. - 5:00 a.m. signs.

Peter Trynkiewicz, 14 N. Main Street, addressed council regarding trash being placed at curbside prior to the permitted day and time and exactly where is the 90 minute parking applicable to.

UNFINISHED BUSINESS:

1. Status Report on the Acquisition of 200 N. Main Street.

Solicitor Romain informed council that we are moving forward with the Phase 1 Environmental site at the parking lot on Yost Avenue and North Main Street. A site walk is scheduled to take place this week.

NEW BUSINESS:

1. Pension Resolutions - 2018 MMO's to the Pension Plans.

Mr. Shaner motioned to adopt Resolution #2017-07 which states no employee contributions are necessary to the Non-Uniform Pension Fund based on the submittal of the actuarial study of the 2018 non-uniform employee pension plan financial requirement and municipal obligation report and that the minimum municipal obligation for 2018, if paid by December 31, 2018 is \$55,420.00 as shown on the 2018 report for the plan. Mr. Kern seconded. Motion carried.

Mr. Shaner motioned to adopt Resolution #2017-08 which states no employee contributions are necessary to the Police Pension Fund based on the submittal of the actuarial study of the 2018 police pension plan financial requirement and municipal obligation report and that the

minimum municipal obligation for 2018 if paid by December 31, 2018 is \$62,392.00 as shown on the 2018 report for the plan. Mr. Kern seconded. Motion carried.

2. 2017 Receipt and Distribution of the Volunteer Fire Relief Association Allocation.

The 2017 Commonwealth Fireman's Relief Funds check in the amount of \$17,134.92 was direct deposited on September 25th by the Commonwealth.

Mr. Battelle motioned to distribute the 2017 Fireman's Relief Funds in the amount of \$17,134.92 to the Liberty Fire Company. Mr. Kern seconded. Motion carried.

3. Resolution Authorizing Designated Titles to Sign the Penn Dot Master Casting Agreement.

Mr. Shaner motioned to adopt Resolution No. 2017-09 which designates the authorized titles of council president and council vice-president of Spring City Borough to sign the Penn Dot Master Agreement forms. Mr. Castor seconded. Motion carried.

4. Spring City Library Budget Letter.

Mr. Rittenhouse distributed a letter from the Library Board Trustees, Terry McCarthy and Diane Skorina to the members of Borough Council which is in regards to financial support to the library in the borough's 2018 Budget

This item will be discussed at the October 25th Finance & Ordinance Committee meeting and at the November 6th council meeting.

READING OF THE PAYMENT OF THE BILLS:

GENERAL ACCOUNT: (OFFICE) L&W Group \$66.00; H.A. Berkheimer, Inc. \$687.16; AT&T \$161.55; Baer Romain, LLP \$1,026.50; Verizon \$304.24; PAW \$25.65; PECO \$402.08. TOTAL: \$2,673.18. (STREETS) Oehlert Bros. Inc. \$366.55; Berks & Beyond \$1,323.05; Flexible Benefits Plans, Inc. \$3,731.35; Mowrey-Latshaw \$90.26; A.J. Blosenski, Inc. \$3,192.10; AirGas \$32.00; Chester County Solid Waste Authority \$3,622.50; Berks & Beyond \$845.75; Provident \$59.36; Waste Management \$6,419.25; Advance Auto Parts \$76.23; PECO \$33.71; Little's \$106.50; Gorecon, Inc. \$41,080.97. TOTAL: \$60,979.58. (POLICE) Oehlert Bros. Inc. \$778.49; Flexible Benefits Plans, Inc. \$5,742.35; deCordre Automotive \$416.76; PAW \$653.99; Digital Ally \$45.00; RR Donnelley \$19.00; Drugscan \$168.00; Verizon \$162.63; Provident \$89.25; Metropolitan Communications, Inc. \$95.00; Jon W. Daywalt, Animal Control Officer \$750.00; Hess Uniforms \$412.00; AT&T \$68.63; Gall's \$163.81. TOTAL: \$9,564.91.

SEWER ACCOUNT: USALCO \$2,371.84; PECO \$1,678.97; Oehlert Bros., Inc. \$35.70; Buckman's Inc. \$718.00; Flexible Benefits Plans, Inc. \$3,684.37; Commonwealth of PA \$500.00; Action Data Services \$287.43; EEMA \$16,974.73; PAW \$119.47; PA One Call System, Inc. \$32.33; Baer Romain, LLP \$984.00; CIGNA \$1,422.36; J.C. Ehrlich Company, Inc. \$58.00; Verizon \$186.56; Provident \$140.27; Pottstown Roller Mills \$359.00; A.J. Blosenski, Inc. \$525.00; Gorecon, Inc. \$2,215.16. TOTAL: \$32,293.19.

STREET LIGHTING FUND: PECO \$4,111.65 TOTAL: \$4,111.65.

PARK & RECREATION FUND: United Site Services \$192.06. TOTAL: \$192.06.

INSURANCE FUND: PIRMA \$67,765.00. TOTAL: \$67,765.00.

BUILDING & PROPERTY FUND: Spring City Electric Manufacturing Company \$280.00; Tague Lumber \$24.86; Colonial Gardens \$252.93; Crystal Springs \$12.88. TOTAL: \$570.67.

PLANNING, ZONING & HOUSING FUND: Motley Associates, Inc. \$1,568.10. TOTAL: \$1,568.10.

ENGINEERING & CONSULTING FUND: Motley Associates, Inc. \$2,460.00. TOTAL: \$2,460.00.

GASOLINE TAX FUND: Gorecon, Inc. \$84,784.03. TOTAL: \$84,784.03.

WORKERS COMPENSATION FUND: Black/Laskey Group \$275.00. TOTAL: \$275.00.

SESQUICENTENNIAL FUND: Spring City 150th \$6,000.00. TOTAL: \$6,000.00.

Mr. Shaner motioned the bills be approved for payment as read. Mr. Kern seconded. Motion carried.

ANNOUNCEMENTS:

Mr. DiGuiseppe announced the following committee meetings are scheduled for the month of October, 2017: **Sewer Committee**, Thursday, October 12th, 6:30 p.m.; **Planning Commission**, Wednesday, October 18th, 7:00 p.m.; **Parks & Recreation Committee**, Thursday, October 19th, 6:00 p.m.; **Police Committee**, Thursday, October 19th, 6:30 p.m.; **Finance & Ordinance Committee**, Wednesday, October 25th, 6:30 p.m.

The November Borough Council meeting is scheduled for Monday, November 6th, 2017, 7:00 p.m.

ADJOURNMENT:

Mr. Battelle motioned the meeting be adjourned as there was no further business to come before Borough Council. Mr. Kern seconded. Motion carried.

Respectfully submitted,

Dennis Rittenhouse